

## Memorandum

**Date:** June 20, 2014

**To:** John Kovash, Mayor  
Members, West Linn City Council

**From:** Chris Jordan, City Manager *CJ*

**Subject:** Miscellaneous Items

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### Summer Projects

This year the City is embarking on perhaps its most ambitious schedule of capital projects in a long time. As most residents know, the weather in the Pacific Northwest limits the time of year for doing major capital projects to the dry season – specifically, the summer. This means that almost all public improvement and maintenance projects must be accomplished during this short three month window. The downside of this is that the community can be greatly impacted due to the numerous projects under construction at this time.

City staff attempts to communicate with the most affected residents and businesses in numerous ways. Specifically, these are the tools we use during this time to communicate on these projects:

1. Postcard mailing to all affected residences
2. Inclusion in weekly email newsletter – reaches 5,000+ people
3. Inclusion in July paper newsletter – reaches 9,500 households
4. Added to City homepage
5. Added to City “key links” feature on home page
6. Weekly Facebook and Twitter posts about projects and affected areas
7. Door hangers on properties when projects are about to begin
8. Signs located along roads near projects

We would strongly urge all citizens to follow the city on Twitter or like us on Facebook so that they can stay informed about these projects.

### Lake Oswego-Tigard Payment

We are pleased to let the community know that the one-time payment of \$5 million for use of the City’s rights-of-way from the Lake Oswego-Tigard Water Partnership has been received.

### Oregon City Franchise Fee

City staff has added to the City website a page of information with links to numerous helpful documents regarding the Oregon City franchise fee and its impact on West Linn rate payers.